

A circular inset image in the top left corner shows a building facade. It features a large banner with the number '10' and the word 'Ten' repeated. Below it, a smaller banner displays the address '1010'.

Welcome to

Inspectional Services Department (ISD)



Mayor Thomas M. Menino

REGISTRATION AND INSPECTION **PROCESS**

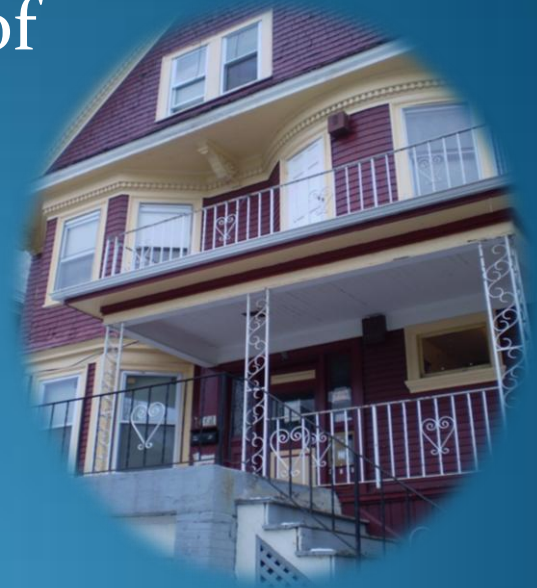


 Thomas M. Menino, Mayor

A Program Designed to Promote Safe, Sanitary and
Healthy Housing; While Preserving Boston's Aging
Housing Stock

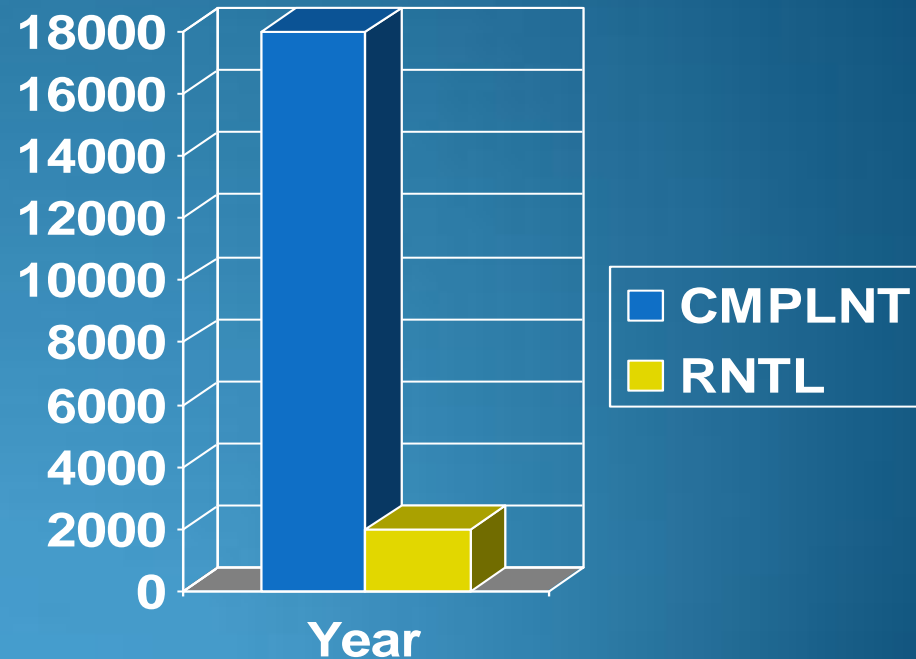
Housing Statistics

- A **Growing City** with a population of 617,594 (Census 2010).
- Total Rental units (Public & Private) =162,319
- 77,227 housing units are in 2 & 3 family dwellings



TRIGGERED INSPECTIONS

- Tenant complaints = 98% of inspections
- Rental inspection = 2%



Complaint Driven Inspections

- Tenant complaints
Adversarial process
- Some tenants in substandard housing do not “complain”.
- Housing Code Enforcement Process is not as “friendly” as Boston’s Rental Inspection Process.



Rental Inspection Ordinance

- **Registration**
 - Required Information
 - Deadline
 - Fee
- **Inspection**
 - Problem Property
 - Chronic Offender Point System
 - Exempt Units
 - Non-Exempt Units
 - 5 Year Alternative Plan
 - Fee
 - Conducting Inspection
- **Transfer of Ownership**
- **Non-Compliance**

Registration

Registration Database:

- Enhances the City's ability to communicate with Rental Property Owners.
- Efficient way to inform Landlords of resources, Fair Housing Laws & other relevant topics.



Registration Process

All Private Residential Rental Housing Units Must be Registered Annually

Required Information:

- Identify property by street address
- Number of units owned at each address
- Name, address and telephone number



Registration Requirements

Non-Owner Occupied Dwelling Units Shall
Post the Following Ownership Information;

- Name, address and phone number
- If realty trust, partnership, corporation or managing agent
 - Realty Trust/partnership: Managing trustee or partner
 - Corporation: President of Corporation
 - Management Company: Manager or agent's name



Registration Requirements and Fees

- All owners must attest to and affirm their obligation to comply with this ordinance, the state sanitary code, state building code, Boston Zoning Code, and federal, state and local fair housing regulations
- All owners owning more than one unit in the same building can submit one form representing all units
- Owners residing outside of Massachusetts must designate a Boston based resident agent authorized to accept service on the owner's behalf. All registration will be recorded in an electronic database
- Initial registration fee \$25 for each unit
- Annual renewal fee \$15 for each unit

Registration Requirements

Exempt Units

- Units owned or operated by federal, state or city government
- Dwelling containing 6 or fewer rental units, one of which is occupied by the owner



ISD will provide exempt units with educational materials on housing regulations and resources

Non-Exempt Units

Must be Inspected at Least Once Every 5 Years

The 1st year of inspection ISD will prioritize the inspection list based on the following;

- Inspection records
- Court records
- Documented constituent complaints
- Any info related to the status of property with the *Problem Property Task Force*



Inspection Fee:

1 to 3 units = \$50

All other units including condominium units = \$75

Who Conducts the Inspection?

ISD Housing Inspector

- Request must be made within 30 calendar days from issuance of an inspection notice
- Notify ISD within 30 days that inspection will be completed using alternative methods.

“Authorized” inspector

- Non-ISD inspection reports must be submitted in accordance to ISD regulations
- Licensed State Professionals
 - Registered Sanitarian, Certified Health Officer and Certified Home inspector



Annual inspections conducted by the Boston Housing Authority-Leased Housing Program or any Federal, State or City inspection programs may be accepted by ISD and used to satisfy the 5-year inspection requirement.

Failed Inspection

- Failed non-ISD inspections must be accompanied by a compliance plan,
- All inspections shall include a sworn statement and shall be signed by inspector.

New Owner Plan:

When new rental units are acquired, the property owner must file an acceptable plan with ISD that identifies any code violations and provides a plan to bring the newly acquired rental units into compliance with housing standards.

Chronic Offender Registry

A Chronic Offender point system and registry of non-compliant landlords, enable sanctions, and strengthens problem property ordinances and zoning requirements.

#Rental Units	12 Month Point threshold	16 Month Point threshold
1-50 units	6	10
51-500	10	16
501 or more	14	24

Student Zoning Limits

Allows the city to issue fines to landlords who violate zoning laws by renting to 5 or more students.



Rental Registration & Inspection Program

Occupant Benefits



- ✓ Ensures that rental unit is legal, safe and sanitary
- ✓ Educates tenants on their responsibilities and rights under the State Sanitary Code



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Rental Registration & Inspection Program

Landlord Benefits



- ✓ Educates owners on State and local housing codes
- ✓ Provides owners with a written record of the conditions of the unit
- ✓ Helps protect property owners from claims of renting substandard units



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Rental Registration & Inspection Program

Community Benefits



- ✓ Improves the quality of residential properties
- ✓ Increases the availability of safe, healthy homes
- ✓ Promotes legal and proper use of dwellings



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Q & A
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